



## CLARK COUNTY DEPARTMENT of BUILDING & FIRE PREVENTION

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<b>Division:</b>	Department of Building & Fire Prevention	<b>Policy &amp; Procedure</b>	BD-PP-117
<b>Subject:</b>	SAFETY PROCEDURES – INSPECTIONS FROM EXTERIOR OF ELEVATOR CABS	<b>Effective Date:</b>	06/01/2009
<b>Code:</b>	N/A	<b>Reviewed Date:</b>	05/26/2015

### A. POLICY:

Department personnel required to ride the top exterior of an elevator cab for the purpose of conducting inspections shall adhere with the following safety procedures:

#### **The two types of elevator cabs are:**

1. **PROTECTED:** Elevator cabs with fixed side railings on 3 sides, mid-rails at 21 inches, top-rails at 42 inches, and a toe-kick raised 4 inches above the top of the cab.
2. **UNPROTECTED:** Any elevator cabs not having all the features listed above for protected cabs.

When riding on a protected cab the inspection staff will not be required to wear fall protection.

When riding on an unprotected cab, the inspection staff will be required to wear a full body harness with a minimum 6 foot lanyard. At one end, the lanyard will be attached to the eye-bracket located on the cross beam on the top of the cab and the other end will be secured in the D-ring on the employee's harness.

### B. PROCEDURE:

The elevator technician shall review the operational features of the elevator (**Access to Hoistway**) and all safety procedures before each ride with the inspector. The inspector shall sign and date the elevator company acknowledgement of information release form if so requested.

The maximum number of individuals that are to mount and ride a moving elevator from the cab-top is **two**: the building inspector and an elevator technician. The elevator technician is required to be a licensed operator of the elevator equipment.

**NO OTHERS SHALL BE ALLOWED ON THE CAB TOP WHILE THE CAB IS MOVING.**

### PPE'S

The inspector shall wear their issued hard hat, clear pane eye protection, and safety shoes while riding the cab top. If noise levels reach or exceed 85db, the inspector shall wear hearing protection. The inspector shall wear a full body fall protection harness with a minimum six (6) foot lanyard before the cab is put into operation when riding an unprotected cab. The lanyard shall be secured to the eye-bracket on the cross beam on the top of the cab. The eye-bracket may be required to be made available by the elevator technician by unbolting it, moving it to the vertical position, and re-bolting to the cross beam.

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## **OPERATION OF THE ELEVATOR:**

The licensed operator technician shall be the only individual that uses the controls to raise or lower the cab. The building inspector shall never operate the controls of the cab with the exception of an emergency situation.

## **OPERATING DIRECTIONS:**

The licensed operating technician shall be in charge of the elevator operations at all times when the inspector is present. Department inspection staff shall obey all commands of the licensed operating technician. The inspector shall stand on the top of the cab where the licensed operating technician authorizes. When the cab is in the moving position, the inspector shall remain stationary until given the ALL CLEAR to move or reposition.

The inspector shall always keep all parts of their body within the limits of the cab top of the elevator and shall be especially careful if there is an adjacent elevator running alongside.

When on the cab top, inspectors shall ensure that any protective equipment that they are wearing cannot become entangled or caught on any protrusions. Tool belts should not be worn. Items such as pagers, telephones, and radios, are to be removed from belts before working from the cab top and stored in a safe location.

Inspectors shall ensure they have a surface to stand on that will support their weight, and not stand on the cab top emergency exit or fan unit. The inspector shall use special care when the car tops are curved or domed.

In advance of putting the cab into operation, the inspector shall make sure the car top is clean and free of oil or grease spills and loose objects.

## **Revision History:**

<b>POLICY #</b>	<b>TITLE</b>	<b>Effective Date</b>	<b>Revised</b>	<b>Reviewed</b>
BD-PP-117	Safety Procedures – Inspections from Exterior of Elevator Cabs	06/01/2009	New	
BD-PP-117	Safety Procedures – Inspections from Exterior of Elevator Cabs			07/30/2014
BD-PP-117	Safety Procedures – Inspections from Exterior of Elevator Cabs			01/08/2015
BD-PP-117	Safety Procedures – Inspections from Exterior of Elevator Cabs			05/26/2015

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